IN THE CIRCUIT COURT OF THE SECOND JUDICIAL CIRCUIT,

IN AND FOR LEON COUNTY, FLORIDA

**Petitioner,**

**v.**

**CASE NO.:**

**FAMILY LAW DIVISION**

**Respondent.**

/

**ORDER REQUIRING MEDIATION**

1. I **Find** and **Order** that the Parties shall:

1. **Contact** and **Schedule** mediation with the Second Judicial Circuit Alternative Dispute Resolution Unit (ADR) within **10 business** days.

You may contact the ADR unit by email at [mediations@leoncountyfl.gov](mailto:mediations@leoncountyfl.gov) OR by phone at 850-606-4433 OR in person at the Leon County Courthouse, 301 S. Monroe Street, Rm. 225, Tallahassee, FL 32301.If you use a private mediator you shall notify the ADRunit to confirm that you are in compliance with this Court’s order.

1. **Complete** and **File,** with the Leon County Clerk of Court, a certificate of your compliance with mandatory disclosure, and a **current** financial affidavit pursuant to Florida Family Law Rule of Procedure 12.285.

You may download the blank financial affidavit form at [www.flcourts.org](http://www.flcourts.org) under the heading *Family Law Forms* OR you may purchase said form from the Clerk of Court or the Legal Aid Foundation located on the first floor of the Leon County Courthouse.

1. Each party S**hall Appear** for the scheduled mediation.
2. **Each party shall comply with all three requirements listed above or he/she is in violation of this Court’s order.**
3. **You Will Pay a Mediation Fee,** unless you meet the statutory requirement for civil indigent status as determined by the clerk of court in the county where the case was filed**.**
4. **Do Not Bring Children to Mediation.** There is NO child care facility at the Leon County Courthouse.
5. **Request for Accommodation(s): In accordance with the Americans Disabilities Act, if you are a person with a disability who needs any accommodation in order to participate in a court proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator at the Office of Court Administration at 850-606-4401, or at Leon County Courthouse, Room 225, 301 South Monroe Street, Tallahassee, Florida, within two (2) working days of receipt of a notice compelling you to appear at a court proceeding. If you are hearing or voice impaired, call 711.**

**DONE AND ORDERED** at Tallahassee, Florida on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

CIRCUIT JUDGE

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